

Information Technology Capital Investment Program  
Project Status Report

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**To:** Information Technology Strategy and Investment Committee  
John Vittner, Office of Policy and Management

**From:** Kristin Karr, Administrative Law Information Systems Manager

**Email:** Kristin.Karr@ct.gov

**Agency:** Secretary of the State

**Project:** Connecticut eRegulations System Enhancements

**Project Manager:** Kristin Karr

**Reporting Period:** Project Inception through 06/30/2019

**Total Funds Requested:** \$752,700

**Total Funds Allotted to Agency:** \$752,700

**Accumulative Total Capital Fund Expenditures to Date:** \$752,700

**Brief Project Description/Summary:**

This project involves enhancements to the Connecticut eRegulations System that are expected to: 1) ease the agency regulation-making process by replacing a problematic drafting software and streamlining the workflow; 2) improve the public web portal with additional data, links, and updated design; and 3) update system administration tools for more efficient management of the system.

**Summary of Progress Achieved to Date:**

We have completed approximately 2/3 of the total project work. Specifically, we are in the testing phase for 50% of the work to replace the drafting software, which is the greatest share of the enhancement work and anticipated to have the greatest business impact across agencies (the remaining 50% is nearing completion in development). Regarding other enhancements to the system, we have completed about 75% of the work, which has included the following items: IBM Case Manager upgrade; Quark publishing upgrade; stable URLs and better search/browse functionality added to the public access portal; several new administrative tools; Remaining items currently in testing phase include essential workflow updates for agency users.

**Issues and Risks:**

We remain approximately four months behind schedule. There was some administrative delay in bringing a new sub-vendor on board. Another factor has been the heightened time table for BEST's upgrade to FileNet 5.3 involving a re-prioritization of our resources for the last few months. However, in response our vendor Fairfax has been allocating more resources to the project to keep us moving forward in a timely manner. We remain within budget.

**Next Steps & Project Milestones:**

We have signed-off on the pilot phase for the drafting software replacement. We are proceeding simultaneously with completion of the software replacement as well as remaining project work.